

BRENTWOOD BOARD OF SELECTMEN
MINUTES OF 9/16/08

Convened: 6:30 p.m.

Present: David Menter
Kevin Johnston
Jeffrey Bryan
Andrew Artimovich
George Waldron

The Board met and reviewed payroll, accounts payable, and signed the register. The Board reviewed and signed the recreation register.

Jonathan Ellis was in to present the weekly Treasurer's report.

Waldron made a motion, seconded by Johnston to accept the minutes of the 9/9/08 meeting as written. Menter, Johnston, Bryan, & Waldron voted in favor; Artimovich abstained as he was not present for the meeting.

The Board reviewed the notes:

- Peter Goodrich, the contractor for the Grange Hall roof, had to replace the plywood. He has given us a new contract including an additional \$4,000 to the original cost.
- Allan Knowles hearing was yesterday. The judge is taking the matter under advisement. Town Counsel is recommending a memo be sent to all town employees, board members, volunteers, etc. requesting that they not use Mr. Knowles' garage. The Board agreed and signed a memo that had been prepared. They asked that a similar memo be prepared regarding the use of Mr. Musso's garage.
- Kathy St. Hilaire sent a letter to Selectmen asking for their consideration in changing our source for posting legal notices. She is recommending a change from Exeter Newsletter to Carriage Towne News. Not only will the CTN reach more households since it is delivered free to all residents, but it is also less expensive to advertise in. Bryan made a motion to use Carriage Towne News for posting our legal notices for a trial period. Waldron seconded the motion; all voted in favor.
- Howard Cadwell has submitted his recommendation for a COLA figure to use for budgeting purposes, and a letter of explanation. The Board will discuss it before the September 30th Department Head meeting.
- The septic system at 8 Rousseau Lane has been replaced according to plan, bed bottom was approved, and final inspection completed.
- The Selectmen said it was OK for Julie to attend the annual Public Sector Labor and Employment Law Review and Update on 10/23/08.
- The Swasey Parent Faculty Group (PFG) would like to use the BCC for a community game night this fall and is asking for a discounted rate. Jessica Pimental, recreation director, sent a letter to the Selectmen suggesting that we

charge them the same rate they charge us for use of the gym - \$35/hour. The Board agreed.

The Board signed the following documents:

- The MS-1 for submission to the Dept of Revenue
- A letter to the Brentwood Firemen's Association

Gil Tuck, Building Inspector, was in with the following building permits which the Selectmen reviewed and signed:

1. Gary & Alicia Bouchard of Crawley Falls Road. This was a renewal of a previous permit.
2. Glen & Melita Reardon of Sherman Ave to renovate their kitchen.

Fire Chief Kevin Lemoine was in to discuss the following matters with the Board:

- Lemoine is very concerned about the lack of personnel at the Fire Department. They are down to about 10 EMTs and 12-15 Fire personnel. They have missed about a dozen calls in the last year which have been covered by mutual aid, which obviously slows the response time. Lemoine said he is not sure what the solution is, but a couple of options would be to do stand-by pay as Kingston does; or the more costly solution is to hire more permanent personnel.
- Lemoine is considering the following warrant articles: Change the wording of the ambulance revolving fund. He has checked with DRA and they have told him it's OK. He would then use approximately \$40,000-\$42,000 of that fund's balance toward a 4-door, 1 ton utility truck which would replace Forestry 1; and \$100,000 toward a new engine to replace Engine 3. Other possible warrant articles are \$54,000 to install an exhaust system at the Fire Station, and funds for a new roof. Bryan suggested that perhaps Lemoine should "bundle" all fire station improvement items together into one warrant article so the Town's people could see how much they would need to spend to keep the existing building in use (which doesn't even belong to the Town) vs. building a new town owned station.

Wayne Robinson, road agent, was in to let the Board know that "No Parking" signs are already up along Crawley Falls Road from Rte 111A to Ole Gordon Road. He also indicated that the vehicles that Mr. Musso is parking along the road are actually on his own property. Robinson, as Police Chief, went on to inform that the new cruiser should be in around September 22nd and will be ready a few days following that. Robinson will be taking off 9/24, 25 & 26.

The Board discussed the Supervisors of the Checklist's request for an increase in their stipend for next year. They will talk about it further during the budgeting process. The topic of voting led to a conversation regarding parking at the BCC. The Selectmen would like a couple of bids for lining the upper parking area outside of the BCC and designating 1 van-accessible handicap space and 2 additional handicap spaces.

The Selectmen discussed changes to the employee handbook which will go into effect on 1/1/09, taking into consideration concerns that were expressed by employees at the April

2008 meeting. The Board came up with the following modifications which they feel are a good compromise with the list submitted by the employees:

1. Vacation & sick will be combined into earned time, as was outlined earlier this year. Years of service and accruals will remain as originally presented:

<u>Years of Service</u>	<u>Hours accrued per 40 hour week worked</u>	<u>Accrued Days per year (based on 40 hr week)</u>
6 mos thru 4 years	2	13
5 years thru 14 years	3	19.5
15 years +	4	26
2. The town will add five 8-hour days to each full time employees' sick leave pool; and 5 prorated days to each part-time, benefits eligible employees' sick leave pool at the beginning of the employee's first year of employment under this policy. The Town will add days annually, as necessary, to maintain the 5-day pool. Use of Sick Pool days may begin on the fourth consecutive workday absence due to illness, injury, or other disability provided the employee submits a doctor's statement stating the employee cannot work due to a medical condition and the date the employee is expected to be able to return to work.
3. Bereavement leave will be clarified as 8-hour days for full-time employees, and prorated days for part-time employees. The one (1) day for other family members will be removed.
4. Employees will be allowed to carry over 80 hours of earned time to the following year.
5. Military leave will be changed back so that employees are paid the difference between service pay and the employee's regular compensation for up to a maximum of ten (10) days, or longer at the discretion of the current Board of Selectmen.

Julie will make the above changes and email copies of the updated handbook to all Selectmen for their review prior to the 9/23/08 meeting.

At 8:20 p.m., a motion was made to adjourn by Waldron and seconded by Bryan. All voted in favor.

Respectfully submitted,

Julie Stevens